



FOR CLERK USE ONLY
City Council
Item No. 40

CITY COUNCIL AGENDA FACT SHEET

Community Development

Department

Jun 15, 2010

Requested Date

1. Request:

Council Approval

Information Only/
Presentation

Other (specify)



Hearing

**2. Requested Action:**

Consider Amending Position Allocation List by replacing "Engineering Manager" with the "City Engineer" position.

3. Fiscal Impact:

Revenue:

Increase



Source:

Decrease



Amount:

Cost:

Increase



Source:

Decrease



Amount:

Does Not Apply

**4. Reviewed By:**

Finance Dept. on

By:

Comments:

City Attorney on

By:

Comments:

Note: Back up must be submitted along with this form. Deadline is 5:00 p.m., 2 Fridays before the scheduled meeting date.

CLERK USE ONLY:

CITY COUNCIL DATE:

Jun 15, 2010

Action



Filing



Consent



Presentation



Hearing



Other(specify)



Reviewed by: City Clerk

Date

City Manager

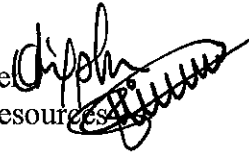
Date

CITY COUNCIL AGENDA REPORT

SUBJECT: Consider Amending Position Allocation List by replacing "Engineering Manager" with the "City Engineer" Position.

AGENDA DATE: June 15, 2010

PREPARED BY: Armando G. Villa, Assistant City Manager
Rosalind Guerrero, Director of Human Resources



APPROVED FOR AGENDA BY: Victor M. Carrillo, City Manager

RECOMMENDATION: Consider report. Recommend City Engineer job description, amendment of Position Allocation List, and Classification Schedule to replace Engineering Manager with the position of City Engineer.

FISCAL IMPACT: Fiscal Impact for year 2009-2010 approximately \$427.00; additional cost for fiscal year 2010-2011 is approximately \$11,330.00, **will be budgeted.**

BACKGROUND INFORMATION: (Prior action/information):

Since direction was given by City Council in 2008 to phase-out the contract City Engineer position, staff has been working to develop a program to create a permanent city position with the duties, responsibilities, and authority as required by California Subdivision Map Act and other State of California requirements. Currently, Veronica Atondo serves as the Interim Engineering Manager and oversees the day to day activities of the Engineering Department which include providing assistance to Utility (Water & Sewer), Community Development (Planning & Building) and General Services (Streets & Public Works) Departments. She possesses both the educational background (Master's Degree in Engineering, SDSU) and professional (Professional Registered Civil Engineer, #C61484) requirements required of a City Engineer.

DISCUSSION (Current consideration):

With the number of public works projects in the City's Capital Improvement Plan (CIP) currently under commitment which exceed 19 Million dollars, it has become evident that the city requires the expertise, commitment, and accountability of a State of California licensed engineer to assume responsibilities and assist the city in carrying-out the projects (both public and private) and grant obligations. In the past, the city used the services of contract engineers. With the current growth rate, size of the city, and the number of grants the city has committed to date, it is important to recognize that the city has reached a point where a full time City Engineer is necessary.

This request is to replace the existing Engineering Manager with a new City Engineer position and approve the attached City Engineer Job Description.

HUMAN RESOURCES REVIEW:

The position of City Engineer position is currently not a position allocated under the city's position allocation and the salary classification schedule. Amending the schedules to include the city engineer position is needed.

Human Resources performed a salary classification survey and duties of the city engineer in the city of El Centro and the city of Brawley. Both cities include the duties of public works director together with the city engineer position. Salaries paid by the city of El Centro and the city of Brawley are \$140,000 and \$125,000, respectively.

The salary range recommended for the city of Calexico city engineer position is range 114, \$88,056 to \$107,028. Additional cost to the city for the remainder of fiscal year 2009-2010 is approximately \$427.00; additional cost for fiscal year 2010-2011 is approximately \$11,330.00.

Attachments: Job Description
Position Allocation list
Salary Classification Schedule

CITY OF CALEXICO

CITY ENGINEER

DEFINITION:

Under Administrative direction, plans, organizes and coordinates the operations and services of the Engineering Division of the Community Development Department, which includes citywide engineering, traffic and transportation engineering, public infrastructure and Capital Improvement Program design, construction management, project plan check & inspection program, and contract management; coordinates activities with other City Officials, departments, outside agencies, organizations and the public; serves as a technical resource for assigned staff and the Community Development Director; performs other related duties as required.

DISTINGUISHING CHARACTERISTICS:

The City Engineer is the administrative management level class, which oversees all functions and operations of the Engineering Division. The incumbent is also responsible for all municipal engineering and the administration of the Capital Improvement Program Division, which includes project planning, project design, right-of-way acquisition, construction management and inspection, and contract management. This classification is distinguished from the next higher classification of Community Development Director in that the latter is responsible for the overall management of the department.

SUPERVISION RECEIVED/EXERCISED:

Receives administrative direction from the Community Development Director. Exercises direct and indirect supervision over professional, technical, and office support personnel.

ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Plans, organizes and coordinates the work activities of staff responsible for street design, drainage structures, civic structures, land surveying, traffic engineering, storm water pollution prevention program, and other municipal engineering functions; coordinates activities with other City officials, departments, outside agencies, organizations, and the public.
- Develops policies and procedures; recommends programs, projects and work assignments to the Director of the Community Development; monitors work activities to ensure safe work practices, work quality, and accuracy; develops and maintains short and long-range program plans for assigned areas; ensures compliance with applicable rules, policies and procedures.
- Establishes performance goals for employees; assumes responsibility for motivating and evaluating assigned personnel; provides necessary training; initiates disciplinary procedures as is appropriate.

- Develops, implements and maintains departmental goals, objectives, policies and procedures; reviews and evaluates work methods and procedures for improving organizational performance, enhancing services and meeting goals; ensures that goals are achieved.
- Plans, directs and coordinates the Engineering Division's work plan; assigns work activities and responsibilities to appropriate department personnel; reviews and evaluates work methods and procedures; identifies and resolves problems and/or issues.
- Manages capital facility planning, design and construction management related to drainage, streets and transportation; advises on problems having to do with drainage, storm water and development for areas within or immediately adjacent to the City; oversee public facilities construction field inspections.
- Reviews and approves street plans, storm drain plans, and grading plans.
- Reviews and approves new development construction plans
- Reviews parcel and final subdivision maps for completeness and conformance with tentative maps.
- Oversees activities related to the acquisition and disposition of public property for the purposes of right-of-way or CIP projects.
- Manages the FEMA flood zone program.
- Prepares, manages and coordinates the development of the Engineering Division budget; prepares forecasts of necessary funds for staffing, CIP projects, materials and supplies; presents, justifies and defends programs, operations and activities; monitors and approves expenditures; discusses and resolves budget issues with appropriate staff; implements adjustments as necessary.
- Organizes, attends and serves the City's interests at public, community and special interest meetings, as well as civic and legislative events; responds to most complex and difficult inquiries and requests for information; provides information and resolves issues and complaints; represents the unit to other divisions, other agencies, civic groups and the public; establishes and maintains a customer service orientation within the program.
- Serves as a resource for department personnel, City staff, other organizations and the public; coordinates pertinent information, resources and work teams necessary to support a positive and productive environment.
- Responds to the more difficult questions and concerns from the general public, contractors, vendors, and outside agencies; provides information as is appropriate and resolves public service or operational complaints; establishes and maintains a customer service orientation within the division.

- Establishes positive working relationships with representatives of community organizations, state/local agencies, City management and staff, and the public.

PHYSICAL, MENTAL, AND ENVIRONMENTAL WORKING CONDITIONS:

Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting, and stooping in the performance of daily duties. The position also requires grasping, repetitive hand movement and fine coordination in preparing reports using a computer keyboard. Additionally, the position requires near and far vision in reading written reports, plans, drawings and work-related documents. Acute hearing is required when providing phone and personal service. The need to lift, drag and push files, paper and documents weighing up to 25 pounds is also required.

Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

QUALIFICATIONS: *(The following are minimal qualifications necessary for entry into the classification.)*

Education and/or Experience

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a City Engineer. A typical way of obtaining the required qualifications is to possess the equivalent of five years of broad and extensive experience in professional engineering, including at least three years in a responsible supervisory or management capacity, and a bachelor's degree in civil engineering or a closely related field.

License/Certificate:

Must possess a valid certificate of registration as a Civil Engineer issued by the State of California Board for Professional Engineers and/or Land Surveyors. Possession of, or ability to obtain, a valid Class C California driver's license.

KNOWLEDGE/ABILITIES/SKILLS: *(The following are a representative sample of the KAS's necessary to perform essential duties of the position.)*

Knowledge of:

Modern principles, practices and techniques of engineering and planning administration, organization and operation; methods and techniques of supervision, training and motivation; principles and practices of engineering, construction, inspection, contract management and municipal project financing; applicable federal, state and local laws, codes and regulations, including city, county and state construction codes; principles and practices of program and budget development, administration and evaluation; methods and techniques of supervision, training and motivation; basic principles of mathematics; applicable federal, state and local laws, codes and regulations; methods and techniques of scheduling work assignments;

modern office equipment, including a computer and applicable software; methods and techniques for record keeping and report preparation; proper English, spelling and grammar; occupational hazards and standard safety practices.

Ability to:

Plan, direct, manage and coordinate the work of the Engineering Division; develop and administer sound departmental goals, objectives, policies and methods for evaluating achievement and performance levels; properly interpret and make decisions in accordance with laws, regulations and policies; coordinate and conduct training programs for staff; respond to issues and concerns from the community; plan, organize, train, evaluate and direct work of assigned staff; interpret, explain and apply applicable laws, codes and regulations; read, interpret and record data accurately; organize, prioritize and follow-up on work assignments; work independently and as part of a team; make sound decisions within established guidelines; analyze a complex issue, and develop and implement an appropriate response; follow written and oral directions; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships.

Skill to:

Operate an office computer and a variety of word processing and software applications, including engineering and drafting programs.

**CITY OF CALEXICO
POSITION ALLOCATION LIST
FY 2009-2010**

FUND	DEPT	DEPARTMENT / DIVISION	CLASSIFICATION	2009-2010 ALLOCATIONS	2009-2010 AMENDED ALLOCATIONS
101	1110	CITY COUNCIL	COUNCIL MEMBER	5.00	5.00
		TOTAL		5.00	5.00
101	1120	CITY CLERK	CITY CLERK	1.00	1.00
			CITY CLERK/EXECUTIVE ASSISTANT	DELETED	0.00
		TOTAL		1.00	1.00
101	1130	CITY TREASURER	TREASURER	1.00	1.00
		TOTAL		1.00	1.00
101	1140	CITY ATTORNEY	CITY ATTORNEY	1.00	1.00
		TOTAL		1.00	1.00
101	1150	CITY MANAGER	CITY MANAGER/RDA EX. DIRECTOR	1.00	1.00
			EXECUTIVE ASSISTANT	1.00	1.00
			DEPUTY CITY CLERK	DELETED	0.00
			COMMUNICATIONS SPECIALIST	DELETED	0.00
			ADMINISTRATIVE ASSISTANT	1.00	1.00
		TOTAL		3.00	3.00
101	1161	FINANCE ADMINISTRATION	DIRECTOR	1.00	1.00
			FINANCE MANAGER	1.00	1.00
			ACCOUNT TECHNICIAN (LT)	1.00	1.00
			ACCOUNTANT	2.00	2.00
			PAYROLL TECHNICIAN	1.00	1.00
			REVENUE OFFICER	1.00	1.00
			ACCOUNTING ASSISTANT II	3.00	3.00
			ACCOUNTING ASSISTANT I	DELETED	0.00
			CODE ENFORCEMENT OFFICER	1.00	1.00
			EXECUTIVE ASSISTANT	1.00	1.00
		TOTAL		12.00	12.00
101	1162	CUSTOMER SERVICE	ACCOUNTING ASSISTANT I	2.00	2.00
		TOTAL		2.00	2.00
101	1170	HUMAN RESOURCES/ RISK MGMT	DIRECTOR	1.00	1.00
			HR/RISK MGMT TECHNICIAN	2.00	2.00
101	1170	TOTAL		3.00	3.00
101	2111	POLICE PROTECTION	POLICE CHIEF	1.00	1.00
			EXECUTIVE ASSISTANT	1.00	1.00
			POLICE COMMANDER	1.00	1.00
			POLICE LIEUTENANT	2.00	2.00
			POLICE SERGEANTS	7.00	7.00
			POLICE OFFICER	37.00	37.00
			POLICE OFFICER-CUSD (LT)	0.00	1.00
			COMMUNITY SERVICE OFFICER	2.00	2.00
			PUBLIC SAFETY DISPATCH SUPERVISOR	1.00	1.00
			PUBLIC SAFETY DISPATCHER	8.00	8.00
			PUBLIC SAFETY DISPATCHER (LT)	2.00	2.00
			RECORDS SUPERVISOR	1.00	1.00
			RECORDS ASSISTANT	2.00	2.00

**CITY OF CALEXICO
POSITION ALLOCATION LIST
FY 2009-2010**

FUND	DEPT	DEPARTMENT/DIVISION	CLASSIFICATION	2009-2010 ALLOCATIONS	2009-2010 AMENDED ALLOCATIONS
			RECORDS ASSISTANT (LT)	1.00	1.00
			EVIDENCE TECHNICIAN	1.00	1.00
			CUSTODIAN	0.75	0.75
		TOTAL		67.75	68.75
101	2120	PARKING FACILITIES	PARKING/TRAFFIC SUPERVISOR	1.00	1.00
			PARKING/TRAFFIC OFFICER	5.00	5.00
			PARKING CONTROL ASSISTANT	1.00	1.00
		TOTAL		7.00	7.00
101	2130	ANIMAL REGULATION	ANIMAL CONTROL OFFICER	2.00	2.00
		TOTAL		2.00	2.00
101	2210	FIRE PROTECTION	FIRE CHIEF	1.00	1.00
			FIRE BATTALION CHIEF	2.00	2.00
			FIRE CAPTAIN	6.00	6.00
			FIRE MARSHAL	1.00	1.00
101	2212		FIRE PREVENTION OFFICER	1.00	1.00
			FIREFIGHTER/ENGINEER	6.00	6.00
			FIREFIGHTER	21.00	21.00
			EXECUTIVE ASSISTANT	1.00	1.00
			OFFICE ASSISTANT	1.00	1.00
		TOTAL		40.00	40.00
101	2310	COMMUNITY DEVELOPMENT	DEVELOPMENT SERVICES DIRECTOR	1.00	1.00
		TOTAL		1.00	1.00
101	2320	BUILDING	BUILDING MANAGER	1.00	1.00
			BLDG. INSPECTOR II	1.00	1.00
			BLDG. INSPECTOR I	DELETED	0.00
			CODE ENFORCEMENT OFFICER	2.00	2.00
			PERMIT TECHNICIAN	1.00	1.00
			ADMINISTRATIVE ASSISTANT	1.00	0.00
		TOTAL		6.00	5.00
101	2330	PLANNING	PLANNING MANAGER	1.00	1.00
			SENIOR PLANNER	1.00	0.00
			PLANNER	1.00	1.00
			EXECUTIVE ASSISTANT	DELETED	0.00
			ADMINISTRATIVE ASSISTANT	1.00	1.00
		TOTAL		4.00	3.00
101	2340	ENGINEERING	ASSOCIATE CIVIL ENGINEER	DELETED	0.00
			ENGINEER MANAGER	1.00	0.00
			CITY ENGINEER	0.00	1.00
			ENGINEER TECHNICIAN	1.00	1.00
			PROJECT INSPECTOR	1.00	1.00
			ADMINISTRATIVE ASSISTANT	1.00	0.00
		TOTAL		4.00	3.00
101	3110	GENERAL SERVICES ADMIN	GENERAL SERVICES DIRECTOR	1.00	1.00
			SUPERVISOR-MAINTENANCE & OPERATIONS	1.00	1.00

**CITY OF CALEXICO
POSITION ALLOCATION LIST
FY 2009-2010**

FUND	DEPT	DEPARTMENT/DIVISION	CLASSIFICATION	2009-2010 ALLOCATIONS	2009-2010 AMENDED ALLOCATIONS
			EXECUTIVE ASSISTANT	1.00	1.00
		TOTAL		3.00	3.00
101	3120	FACILITIES MAINTENANCE	ELECTRICIAN/HVAC TECHNICIAN	1.00	1.00
			BUILDING MAINTENANCE WORKER	3.00	3.00
			LABORER (LT) Approved - FY 09-10	0.00	1.00
		TOTAL		4.00	5.00
101	3130	FLEET DIVISION	SUPERVISOR-VEHICLE & EQUIP MAINT	1.00	1.00
			MECHANIC II	1.00	1.00
			MECHANIC I	2.00	2.00
			WELDER	1.00	1.00
		TOTAL		5.00	5.00
215	3141	STREETS - PAVED	STREET MAINTENANCE CREW LEADER	1.00	1.00
			MECHANIC I	1.00	1.00
			HEAVY EQUIPMENT OPERATOR	1.00	1.00
			LABORER	3.00	3.00
		TOTAL		6.00	6.00
210	3142	STREETS - SWEEPING	STREET SWEEPER OPERATOR	3.50	3.50
			STREET SWEEPER OPERATOR (LT) Approved - FY 09-	0.00	1.00
		TOTAL		3.50	4.50
215	3143	STREETS - TRAFFIC SAFETY	STREET PAINTER	1.00	1.00
			LABORER	1.00	1.00
		TOTAL		2.00	2.00
101	3160	PARKS	PARKS MAINTENANCE CREW LEADER	1.00	1.00
			LABORER	3.00	5.00
		TOTAL		4.00	6.00
101	4110	LIBRARY	COMMUNITY SERVICES DIRECTOR	1.00	1.00
			REFERENCE LIBRARIAN	2.00	2.00
			CHILDREN'S SERVICES COORDINATOR	0.75	0.75
			LIBRARY TECHNICIAN	2.00	2.00
			EXECUTIVE ASSISTANT	1.00	1.00
			LIBRARY ASSISTANT II	2.75	1.75
			LIBRARY ASSISTANT I	3.00	3.00
			CUSTODIAN	0.75	0.75
		TOTAL		13.25	12.25
101	4115	CARNEGIE TECH CTR	LIBRARY ASSISTANT I	1.50	1.50
			CUSTODIAN	0.75	0.75
		TOTAL		2.25	2.25
101	4120	CULTURAL ARTS	OFFICE ASSISTANT	1.00	0.00
			CUSTODIAN	0.50	0.50
		TOTAL		1.50	0.50
101	4130	RECREATION	COMMUNITY RECREATION COORDINATOR	1.00	1.00
			COMMUNITY SPORTS COORDINATOR	1.00	1.00
			ADMINISTRATIVE ASSISTANT	1.00	1.00
			RECREATIONAL LEADER (III)	1.00	1.00

CITY OF CALEXICO
POSITION ALLOCATION LIST
FY 2009-2010

FUND	DEPT	DEPARTMENT/DIVISION	CLASSIFICATION	2009-2010 ALLOCATIONS	2009-2010 AMENDED ALLOCATIONS
			RECREATIONAL LEADER (PP)	2.25	2.25
			SENIOR CITIZEN PROGRAM COORDINATOR	1.00	1.00
		TOTAL		7.25	7.25
101	4140	COMMUNITY CENTER	SENIOR CITIZEN PROGRAM COORDINATOR	DELETED	0.00
			CUSTODIAN	2.00	1.00
		TOTAL		2.00	1.00
511	5110	UTILITY SERVICES	UTILITY SERVICES DIRECTOR	1.00	1.00
			PROJECT COORDINATOR	1.00	1.00
			UTILITY SERVICES COORDINATOR	1.00	1.00
			EXECUTIVE ASSISTANT	1.00	1.00
			ENGINEERING TECHNICIAN	1.00	1.00
		TOTAL		5.00	5.00
525	5210	AIRPORT	AIRPORT OPERATIONS COORDINATOR	DELETED	0.00
			FUEL LINEMAN	0.75	0.75
			OFFICE ASSISTANT	1.00	1.00
		TOTAL		1.75	1.75
554	5131	WASTEWATER ADMIN	CHIEF WWT PLANT OPERATOR	1.00	1.00
			WWT PLANT OPERATOR II (OIT)	1.00	1.00
			WASTE WATER PLANT OPERATOR II	2.00	2.00
			WASTE WATER PLANT OPERATOR III	1.00	1.00
			OFFICE ASSISTANT	1.00	1.00
			LABORATORY TECHNICIAN	1.00	1.00
			WATER TREATMENT MAINTENANCE WORKER	0.00	1.00
			ELECTRICIAN	0.00	1.00
			LABORER	2.00	2.00
		TOTAL		9.00	11.00
554	5132	WWATER COLLECTIONS	CHIEF WWT PLANT OPERATOR	1.00	1.00
			COLLECTION SYSTEM MAINT. OPERATOR	2.00	2.00
			LABORER	1.00	1.00
			WWT PLANT MAINTENANCE WORKER	RECLASSIFIED	0.00
			ELECTRICIAN	1.00	1.00
		TOTAL		5.00	5.00
511	5142	WATER TREATMENT	WATER UTILITIES MANAGER	1.00	1.00
			CHIEF WATER PLANT OPERATOR-TREAT	1.00	1.00
			ADMINISTRATIVE ASSISTANT	1.00	1.00
			WATER TREATMENT PLANT OPERATOR (IV)	DELETED	0.00
			WATER TREATMENT PLANT OPERATOR (III)	5.00	5.00
			WATER TREATMENT PLANT OPERATOR (II)	DELETED	0.00
			WATER TREATMENT PLANT OPERATOR (OIT)	1.00	1.00
			WATER PLANT MAINTENANCE WORKER	1.00	1.00
			LABORER	1.00	1.00
		TOTAL		11.00	11.00
511	5143	WATER-TRANSMISSION	CHIEF WATER PLANT OPERATOR -TRANS	1.00	1.00
			LEAD WATER DIST MAINT OPERATOR	1.00	1.00

**CITY OF CALEXICO
POSITION ALLOCATION LIST
FY 2009-2010**

FUND	DEPT	DEPARTMENT/DIVISION	CLASSIFICATION	2009-2010 ALLOCATIONS	2009-2010 AMENDED ALLOCATIONS
			DISTRIBUTION MAINTENANCE WORKER	2.00	2.00
			WATER DISTRIBUTION OPERATOR	4.00	4.00
			METER READER	2.00	2.00
		TOTAL		10.00	10.00
219	6110	RDA ADMINISTRATION	RED & ECONOMIC DEV DIRECTOR	0.00	1.00
			ASSISTANT EXECUTIVE DIRECTOR	1.00	1.00
			EXECUTIVE ASSISTANT	1.00	1.75
			ECONOMIC DEVELOPMENT COORDINATOR	1.00	0.00
			ECONOMIC DEVELOPMENT SPECIALIST	1.00	1.00
			ACCOUNTING ASSISTANT I	DELETED	0.00
			ACCOUNTING ASSISTANT II	1.00	1.00
			ADMINISTRATIVE ASSISTANT/C C E Z	1.00	1.00
			ADMINISTRATIVE ASSISTANT	1.00	1.00
			STREET SWEEPER OPERATOR (LT)	1.00	1.00
			LABORER (LT)	1.00	1.00
		TOTAL		9.00	9.75
406	6121	HOUSING PROGRAM	HOUSING & REDEVELOPMENT MANAGER	1.00	1.00
			HOUSING REHABILITATION INSPECTOR	1.00	1.00
			HOUSING SPECIALIST	1.75	1.75
			ADMINISTRATIVE ASSISTANT	DELETED	0.00
		TOTAL		3.75	3.75
			TOTAL NUMBER OF ALLOCATIONS	268.00	269.75

**CITY OF CALEXICO
CLASSIFICATION SCHEDULE**

CLASSIFICATION	RANGE	SALARY SCHEDULE	UNIT
Accountant	84	G	MISC
Accounting Assistant I	69	G	MISC
Accounting Assistant II	71	G	MISC
Accounting Technician (Limited-Term)	80	G	MISC
Administrative Assistant	72	G	MISC
Administrative Assistant	72	G	CONF
Airport Operations Coordinator	77	G	MISC
Animal Control Officer	75	G	MISC
Assistant City Manager*	116	G	MGMT
Associate Civil Engineer	104	G	MGMT
Battalion Chief	108	F	MGMT
Building Inspector I	80	G	MISC
Building Inspector II	92	G	MISC
Building Maintenance Worker	79	G	MISC
Building Manager	97	G	MGMT
Business Development & Marketing Coordinator	92	G	New
Chief Waste Water Treatment Plan Operator-Collections	106	S	SUPV
Chief Waste Water Treatment Plan Operator-Operations	106	S	SUPV
Chief Water Plant Operator-Distribution	106	S	SUPV
Chief Water Plant Operator-Treatment	106	S	SUPV
Children's Services Coordinator	75	G	MISC
City Engineer**	114	G	MGMT
City Manager	Flat	Contract	MGMT
Code Enforcement Officer	82	G	MISC
Collection System Maintenance Operator	78	W	OPER
Communications Specialist	81	G	New
Community Recreation Coordinator	85	G	MISC
Community Services Director	110	G	MGMT
Community Services Officer	72	G	MISC
Community Sports Coordinator	79	G	MISC
Custodian	64	G	MISC
Director of Development Services	116	G	MGMT
Economic Development Coordinator	101	G	MGMT
Economic Development Director/Assistant Executive Director*	Flat	Contract	MGMT
Economic Development Specialist	92	G	MISC
Electrician/HVAC Technician	81	G	MISC
Engineering Technician	82	G	MISC
Events Specialist	73	G	MISC
Evidence Technician	78	G	MISC
Executive Assistant	79	EX	CONF
Executive Assistant	79	EX	MISC
Finance Director	116	G	MGMT
Finance Manager	97	G	MGMT
Fire Captain	95	F	FF
Fire Chief	120	G	MGMT
Fire Marshall	95	F	FF
Fire Prevention Officer	84	F	FF
Firefighter	84	F	FF
Firefighter/Engineer	87	F	FF
Fuel Lineman	64	G	MISC

**CITY OF CALEXICO
CLASSIFICATION SCHEDULE**

CLASSIFICATION	RANGE	SALARY SCHEDULE	UNIT
General Services Director	116	G	MGMT
Heavy Equipment Operator	77	G	MISC
Housing & Redevelopment Manager	97	G	MGMT
Housing Rehabilitation Inspector	88	G	MISC
Housing Specialist	86	G	MISC
Human Resources/Risk Management Director	109	G	MGMT
Human Resources/Risk Management Technician	81	G	CONF
Laboratory Technician	81	W	OPER
Laborer	64	G	MISC
Lead Water Distribution Maintenance Operator	88	W	OPER
Library Assistant I	63	G	MISC
Library Assistant II	65	G	MISC
Library Technician	67	G	MISC
Mechanic I	79	G	MISC
Mechanic II	81	G	MISC
Meter Reader	64	G	MISC
Office Assistant	66	G	MISC
Parking Control Assistant	72	G	MISC
Parking/Traffic Officer	72	G	MISC
Parking/Traffic Supervisor	77	S	SUPV
Parks Maintenance Crew Leader	77	G	MISC
Payroll Technician	80	G	CONF
Permit Technician	75	G	MISC
Planner	92	G	MISC
Planning Manager	100	G	MGMT
Police Chief	120	G	MGMT
Police Commander	91	G	MGMT
Police Lieutenant	108	G	MGMT
Police Officer	88	P	POA
Police Sergeant	98	P	POA
Project Coordinator	95	G	MGMT
Project Inspector	92	G	MISC
Project Technician	82	G	MISC
Public Safety Dispatch Supervisor	79	S	SUPV
Public Safety Dispatcher	74	G	MISC
Records Assistant	74	G	MISC
Records Supervisor	79	S	SUPV
Recreational Leader III	53	G	MISC
Redevelopment & Economic Development Director	118	G	MGMT
Reference Librarian	87	G	MGMT
Revenue Officer	80	G	MISC
Senior Citizen Program Coordinator	79	G	MISC
Senior Planner	98	G	MGMT
Street Maintenance Crew Leader	77	G	MISC
Street Painter	81	G	MISC
Street Sweeper Operator	75	G	MISC
Supervisor-Maintenance & Operations	100	S	SUPV
Supervisor-Vehicle & Equipment Maintenance	86	S	SUPV
Utility Services Director	116	G	MGMT
Utility Services Coordinator	84	G	MISC

**CITY OF CALEXICO
CLASSIFICATION SCHEDULE**

CLASSIFICATION	RANGE	SALARY SCHEDULE	UNIT
Waste Water Plant Operator II	88	W	OPER
Waste Water Plant Operator III	90	W	OPER
Water Distribution Maintenance Worker	68	G	MISC
Water Distribution Operator	78	W	OPER
Water Plant Maintenance Worker	71	G	MISC
Water Treatment Plant Operator II	88	W	OPER
Water Treatment Plant Operator III	90	W	OPER
Water Utilities Manager	100	S	MGMT
Welder	81	G	MISC

*Approved by City Council 4/29/2010

**Under review